You have received this notice because you

- 1. Are a superintendent
- 2. A business manager
- 3. A primary EASIER Student Reporting contact
- 4. Have access to the Graduate Verification application or
- 5. Have access to the Non-Fall Supplementary Weighting application

Please disregard sections of the following that pertain to tasks for which you are not responsible. Thank you.

## "The hurrier I go, the behinder I get." - Lewis Carroll

The Student Reporting in Iowa team has been very busy transitioning to the new reporting method. However, we still need to take care of old business.

## On the to-do list:

- 1) PEACE/Supplementary Weighting (Non-Fall) is available for your certification of your
  - a. concurrent enrollment courses (spring semester or courses that started after October 3 last year)
  - b. ICN Courses (spring semester or courses that started after October 3 last year)
  - c. Regional Academy courses (spring semester or courses that started after October 3 last year)
  - d. Class in another district (spring semester or courses that started after October 3 last year)

Once certified, the data will move into your Fall 2012 Certified Enrollment and be included in the total calculations (October's submission).

- 2) Graduate Verification You may
  - a. Remove the graduate information if a student was incorrectly identified as a graduate last spring.
  - b. Change the status on a non-graduate to a graduate, if the student completed your graduation requirements prior to your first day of school this fall.
  - c. Verify graduates from your district who will move to another district (tuitioned-in students)
  - d. View students who were reported as a graduate in another district but will be moved to your graduation count (tuitioned-out)
  - e. View students who will be moved to the state-level and not counted in your district's graduation count. (If we don't count these students in your drop-out count, then they also will not count in your graduation rate.) These will typically be students in residential facilities.

There are two PowerPoint presentations posted on the web that may help you navigate through these two applications.

**Both applications are due Thursday, August 30.** If your district fails to certify either or both by this date, the data will be "as is" and no further changes can be made to either graduates or supplementary weighting. Remember, you will NOT be able to upload a student who was counted as a graduate in Spring EASIER. Non-Fall Supplementary Weighting issues not resolved by the end of the day on August 30 will become audit adjustments to be discussed with your auditor.

On Friday, August 24, we will be posting the 2012-2013 data dictionary, various addendums to the data dictionary (more yet to come), the validation checks, and a VRF user guide. Please check our website at

http://educateiowa.gov/index.php?option=com\_content&task=view&id=44&Itemid=1261

for the latest and greatest.

Next week, we will be presenting 35 webinar sessions to introduce you to the new VRF method of reporting student-level data. During this training, we ask that only one person per district assume the responsibility for managing (uploading) files. Later, you may add additional people as you gain experience with the system. Check the website above for the schedule of sessions if you did not receive the announcement today (Thursday). All registrants will receive an email with the URL and phone number, when applicable.

The new portal is now live. We have just started to integrate a few edinfo applications behind the portal. You may continue to access applications through edinfo until we are sure everyone has obtained an A&A account. Next week's Student Reporting training involves VRF. This new application is ONLY accessible through the portal. So, get your A&A account, if you haven't already done so! This link will provide information regarding the A&A account and how to create one.

## A&A Fall 9-21-11 (1.24 MB)

Please forward the A&A link to anyone else in your district who has not yet created an A&A account and who will need to access any application currently on the edinfo website.

Thank you for your kindness and patience as we work through this new SIF process.

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Iowa Department of Education

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